



United States Department of Agriculture,

BUREAU OF ANIMAL INDUSTRY.

JOHN R. MOHLER, CHIEF OF BUREAU.

# SERVICE AND REGULATORY ANNOUNCEMENTS.

DECEMBER, 1920.

[This publication is issued monthly for the dissemination of information, instructions, rulings, etc., concerning the work of the Bureau of Animal Industry. Free distribution is limited to persons in the service of the bureau, establishments at which the Federal meat inspection is conducted, public officers whose duties make it desirable for them to have such information, and journals especially concerned. Others desiring copies may obtain them from the Superintendent of Documents, Government Printing Office, Washington, D. C., at 5 cents each, or 50 cents a year. A supply will be sent to each official in charge of a station or branch of the bureau service, who should promptly distribute copies to members of his force. A file should be kept at each station for reference.]

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### CHANGES IN DIRECTORY.

### Meat Inspection Inaugurated.

- 387. Colonial Food Products Corporation, 424 Third Avenue, Brooklyn, N. Y.
- 344. The Ko Ko Mar Co., West Forty-seventh Street and Train Avenue, Cleveland, Ohio.
- 3-AM. Swift & Co., 37 Medford Street, Somerville, Mass.
  - \*938. Eckert Packing Co., P. O. box 272, Henderson, Ky.
- 772. Rogers Packing Co., 724-744 West Forty-fifth Street, Chicago, Ill.
  - 597. C. Stoppenbach's Son's, River Street, Jefferson, Wis.

### Meat Inspection Withdrawn.

- 877. Southern States Packing Co., Chipley, Fla.
- 737. The Thomas J. Kurdle Co., 3S11 Eastern Avenue, Baltimore, Md. (Consolidated with Establishment 649.)
- 134. The Skinner Co., 6023 South Twenty-seventh Street, Omaha, Nebr.
- 531-A. Hately Bros. Co., New Richmond, Wis.
  - 544. Royal Specialty Co., 8 and 10 West Nineteenth Street, New York, N. Y.

### Change in Address of Official Establishment.

\*377-A. Jones & Lamb Co., Sixth and Lombard Streets, Baltimore, Md., instead of Pennsylvania and Fulton Avenues,

#### Stations Added.

Henderson, Ky., meat inspection, Dr. R. H. Nutt, care Eckert Packing Co., P. O. box 272.

Jefferson, Wis., meat inspection (substation of Milwaukee, Wis.)

### Stations Discontinued.

Chipley, Fla.

New Richmond, Wis.

### Change of Official in Charge.

Jonesboro, Ark., Mr. W. J. Ray, instead of A. T. Semple.

### Changes in Addresses of Officials in Charge.

Dr. L. J. Allen, 208-209 Grain Exchange Annex, Oklahoma, Okla., instead of 304 Guaranty Bank Building.

Dr. W. J. Fretz, 1020 Commerce Building, St. Paul, Minn., instead of Room 5. Army Building.

#### Note.

Tuberculosis eradication has been added to the lines of work under Dr., W. F. Biles, Frankfort, Ky.

# NOTICES REGARDING MEAT INSPECTION.

### USE OF M. I. FORM 160.

Inspectors in charge of meat inspection are requested to note that when M. I. Forms 160 are filled out with the report of the disposition of the product the form should be returned to the laboratory finding the violation and not forwarded directly to Washington, unless the violation was reported by the Washington laboratory.

# SAMPLES SENT TO BUREAU FOR EXAMINATION.

Inspectors in charge and others who, in the future, forward samples and specimens to the bureau for examination are instructed to inclose in the container a memorandum showing the name and address of the sender, the nature of the contents, and the purpose for which they are sent. If a letter on the subject is written, or if a bureau form is prepared, proper reference should be made. Care should be taken also to see that the packages are addressed to the proper office. Routine samples of meat and meat products sent in on M. I. Form 161, for chemical examination, should be addressed to the Meat

<sup>\*</sup> Conducts slaughtering.

Inspection Laboratory. Other samples and specimens should be addressed to the bureau unless the sender knows positively to which office they should go.

# ANIMALS SLAUGHTERED UNDER FEDERAL MEAT INSPECTION, NOVEMBER, 1920.

Station.	Cattle.	Calves.	Sheep.	Goats.	Swine.
Chicago Port Worth. Kansas City. National Stock Yards. Omaha. St. Louis Sioux City. South St. Joseph. South St. Paul. All other establishments.	193, 143 26, 948 103, 299 46, 206 76, 329 19, 714 30, 374 32, 326 50, 584 280, 023	47, 401 29, 466 25, 042 13, 345 8, 076 3, 731 2, 957 5, 212 29, 015 151, 726	249,029 5,328 58,861 28,341 80,147 5,645 21,637 28,768 68,026 422,453	788 136 999 738 7 81	569,252 30,427 231,755 131,326 117,369 150,029 86,715 121,802 211,750 1,678,208
Total: November, 1920	858,946 1,040,074 7,941,347 9,129,803	315, 971 344, 238 3, 813, 797 3, 657, 380	968,235 1,227,191 10,049,763 11,456,540	4,407 10,196 41,257 77,799	3,328,633 3,270,172 34,033,559 37,021,477

Horses slaughtered, at all establishments, November, 1920, 33.

# IMPORTS OF FOOD ANIMALS AND OF MEATS AND MEAT FOOD PRODUCTS.

The statements following show the imports of food animals and of meats and meat food products inspected by the Bureau of Animal Industry during November, 1920, with figures for other periods for comparison.

# Imports of food animals.

Country of export.	Cattle.	Swine.	Sheep.	Goats.
Mexico. Canada. Great Britain.	2,660 78,129 44	19 78	18 31,951	107
Total: November, 1920	80,833 114,126 350,839 597,014	97 448 979 20,570	31,969 28,083 149,783 169,919	110 1,462 12,456 7,510

# Imports of meats and meat food products.

Country of export.	Fresh and	efrigerated.	Canned	Other	Total	
John John Park	Beef. Other		and cured.	products.	weight.	
Argentina	Pounds. 104,002	Pounds. 211,520	Pounds. 96,120	Pounds. 54, 223	Pounds. 369, 745 96, 120	
Canada New Zealand Uruguay Other countries.	4,649,797 118,665 1,320	2,411,653 7,295,462 1,500	63,029 14,960 414,105 20,033	7,099 68,859	7,131,578 7,429,087 416,925 88,892	
Total: November, 1920 November, 1919 11 months ended November,	4,873,784 4,013,869	9,920,135 1,016,056	608, 247 109, 444	130, 181 158, 871	15,532,347 5,298,240	
1920. 11 months ended November, 1919.	35,723,193 30,881,764	98, 539, 422 15, 989, 419	6,811,174	6,825,241 6,394,310	147,899,030 84,199,772	

Condemned in November, 1920: Beef, 80,812 pounds: pork, 80 pounds: total, 80,892 pounds. Refused entry: Beef, 29,897 pounds; pork, 1,062 pounds: total, 30,959 pounds.

# FOREIGN OFFICIALS AUTHORIZED TO SIGN INSPECTION CERTIFICATES FOR MEAT AND PRODUCTS FOR IMPORTATION INTO THE UNITED STATES.

The following are additional names, addresses, and facsimile signatures of foreign national Government officials authorized to sign and issue certificates of inspection for meat and meat food products offered for importation into the United States:

Country, name, and address.	Signature.
Geo. E. Stanley, 1127 Keele Street, Toronto, Ontario.	Seo Estanley 17.
J. M. Stuart, 1127 Keele Street. Toronto, Ontario.	fm Stuat
W. A. Kilpatrick, 711 Boyd Building, Winnipeg, Manitoba.	W.M. Nilpatrick,
Ronald G. Law, 1127 Keele Street, Toronto, Ontario.	Ronald. G. Law.
ENGLAND.  W. M. Willoughby, Port of London	ko. In. Willoughlay.
FRANCE.	
R. Boyer	2048
A. Mandrèz	Rusander
	/

# REVOCATION OF LICENSE FOR VETERINARY BIOLOGICAL PRODUCTS.

United States veterinary license No. 74, issued under date of January 5, 1920, to the Ralston Serum Co., Ralston, Nebr., has been revoked on account of the firm to which it was issued having violated regulations of the Secretary of Agriculture which were promulgated for the enforcement of the Virus-Serum-Toxin Act of March 4, 1913 (37 Stat. 832).

# QUANTITIES OF ANTIHOG-CHOLERA SERUM AND HOG-CHOLERA VIRUS PRODUCED, OCTOBER AND NOVEMBER, 1920.

Months,	Ser	um.	Simultane	Hyperim-		
MORUIS.	Ordinary.	Clear.	Ordinary.	Clear.	munizing virus.	
October. November.	11,343,583 8,729,484	2,108,983 2,881,672	2,823,907 1,536,972	32,289 36,404	2,023,980 3,086,929	

# INSPECTION AND TESTING OF ANIMALS FOR CANADA.

The following change has been made in the list of practicing veterinarians registered by the bureau and authorized to inspect and test with mallein, horses, mules, and asses intended for export to Canada:

### Name Added to List.

Dr. Charles Keane, Forum Building, Sacramento, Calif.

# SUMMARY OF TUBERCULOSIS-ERADICATION WORK IN COOPERA-TION WITH STATES, NOVEMBER, 1920.

		,						
		Tuberculin tests.			Total once-	Total ac-		
Stations.	States.	Herds or lots.	Cattle tested.	Re- acted.			Inspector in charge.	State official.
Albany, N. Y	N.Y	327	6,372	1, 197	730	62	H. B. Leonard	D. W. McLaury, Al-
Atlanta, Ga	Ga	18	753	8	944	8	W.M. MacKellar.	P. F. Bahnsen, At-
Augusta, Me	Ме	113	1,312	37	356	222	J. B. Reidy	W. H. Lynch, Augusta.
Baltimore, Md	Md	173	2,007	266	461	125	T. A. Ladson	R. C. Reed, Balti- more.
Birmingham, Ala Bismarck, N. Dak	Ala N.Dak.	30 134	781 2,505	31 102	300 1,287	32 180	C. J. Becker H. H. Cohenour	C. A. Cary, Auburn. W. F. Crewe, Bis- marck.
Boise, Idaho Boston, Mass	Idaho. Mass	170 23	1,895 806	56 18	1,488 48	14 28	W. A. Sullivan E. A. Crossman	J. D. Adams, Boise. L. H. Howard, Bos-
Do	R. I	4	93		14	6	do	J. S. Pollard, Provi-
Do	N. H	27	849	92	39	12	do	dence. A. L. Felker, Con-
Charleston, W. Va	w.va.	116	' 939	27	847	54	Geo. W. Neff	J. H. Stewart,
Cheyenne, Wyo	Wyo	7	285	13	16		John T. Dallas	B. F. Davis, Chey-
Chicago, Ill	ш	102	2,380	191	387	132	J. J. Lintner	enne. A. T. Peters, Spring- field.
Columbia, S. C	s. c	61	888	20	296	47	W. K. Lewis	W. K. Lewis, Co-
Columbus, Ohio	Ohio	190	2,803	150	945	244	Leo. E. Davis	T. A. Burnett, Co- lumbus.
Des Moines, Iowa	Iowa	126	3,303	115	845	82	F. H. Thompson.	P. Malcolm, Des Moines.
Fort Worth, Tex	Tex	74	1,396	25	113	1	H. Grafke	L. G. Cloud, Fort
Frankfort, Ky	Ку	87	1,371	32	516	77	W. F. Biles	F. O. Schneider, Frankfort.
Harrisburg, Pa	Pa	147	2,904	302	626	394	P. E. Quinn	T. E. Munce, Har-
Hartford, Conn	Conn	25	686	47	91	22	E. I. Smith	risburg. J. M. Whittlesey,
Helena, Mont Indianapolis, Ind	Mont Ind	182 180	2,753 2,055	74 104	1,624 1,272	63 187	R. Snyder E. B. Haskin	Hartford. W.J.Butler, Helena. L. E. Northrup, Indianapolis.

# SUMMARY OF TUBÉRCULOSIS-ERADICATION WORK IN COOPERA-TION WITH STATES, NOVEMBER, 1920—Continued.

		Tuberculin tests.				ac-			
Stations.	States.	Herds or lots.	Cattle	Re- acted.		ited herds in the	Inspector in charge.	State official.	
Jackson, Miss	Miss	1,392	13,074	5	335	65	J. A. Barger	H. Chadwick, Jack-	
Jefferson City, Mo	Мо	136	3,079	53	841	37	Ralph Graham	D. F. Luckey, Jeffer-	
Lansing, Mich	Mich	131	2, 345	50	180	164	T. S. Rich	son City. H. H. Halladay, Lansing.	
Lincoln, Nebr	Nebr	70	2,429	56	425	39	C. H. Hays	W. T. Spencer, Lin-	
Little Rock, Ark	Ark	8	233	4	82	19	J. H. Bux	R. M. Gow, Little	
Madison, Wis	Wis	1,267	20,142	341	1,100	439	J. S. Healy	C. P. Norgord, Madi-	
Montpelier, Vt	Vt	285	6,112	305	1,806	135	A. J. De Fosset	E. S. Brigham, Mont- pelier.	
Nashville, Tenn New Orleans, La	Tenn La	49 4	1,112 272	12	386 171	104 28	Robert Jay R. W. Tuck	M. Jacob, Nashville. E. P. Flower, Baton Rouge.	
Oklahoma, Okla	Okla	97	2,067	138	255	9	C. F. Harrington.	J. A. Whitehurst, Oklahoma.	
Olympia, Wash	Wash.	119	1,696	43	675	16	S. O. Fladness	L. C. Pelton, Olympia.	
Pierre, S. Dak	S. Dak.	32	926	66	227	26	J. O. Wilson	A. E. Beaumont,	
Portland, Oreg Richmond, Va	Oreg Va	193 101	3,318 2,284	42 33	836 635	46 390	S. B. Foster R. E. Brookbank.	W. H. Lytle, Salem. J. G. Ferneyhough, Richmond.	
St. Paul, Minn	N.C Minn	76 232	1,411 7,036	58 149	964 1,147	170 672	do W. J. Fretz	Wm. Moore, Raleigh. C. E. Cotton, St. Paul.	
Salt LakeCity, Utah	Utah	224	1,771	1	1,030	42	F. E. Murray	R. W. Hoggan, Salt Lake City.	
Do Tallahassee, Fla	Nev Fla	91 106	1,086 1,365	29 48	720 1,362	1 45	J. G. Fish	Edw. Records, Renc. J. W. De Milly, Tal- lahassee.	
Topeka, Kans	Kans	62	2,282	109	143	117	H. M. Graefe	J. H. Mercer, To- peka.	
Trenton, N. J	N.J	35	2, 282	30	32	28	W. G. Middleton.	J. H. McNeil, Tr n-	
Do	Del	102	907	217	212	10	do	Wesley Webb, Do-	
Washington, D.C Do	D. C Misc.	48 24	80 <b>35</b>	3	11	8	J. A. Kiernando	·	
Total	••••	7, 200	116,480	4,699	26, 850	4,602			

# RESULTS OF PROSECUTIONS FOR VIOLATIONS OF LAWS.

Penalties have been imposed in prosecutions for violations of regulatory laws, as reported to the bureau, as follows:

### Live-Stock Quarantine Law.

Missouri Pacific Railway System, \$100 fine and costs.

C. E. Schaff, receiver Missouri, Kansas & Texas Railway of Texas, \$100 fine and \$18.65 costs.

### Twenty-Eight Hour Law.

Baltimore & Ohio Railroad Co. (4 cases), \$650 fines.

Norfolk & Western Railway Co. (2 cases), \$400 fines and costs.

Chicago, Burlington & Quincy Railroad Co. (2 cases), \$200 fines and \$18.96 costs.

Central of Georgia Railway Co., \$100 fine.
Pennsylvania Railroad Co. (2 cases), \$300 fines.
Atchison, Topeka & Santa Fe Railway Co., \$150 fine and \$23.05 costs.
Chicago, Milwaukee & St. Paul Railway Co. (36 cases), \$3,600 fines.
Seaboard Air Line Railway (2 cases), \$200 fines.
Chicago, Rock Island & Pacific Railway Co. (48 cases), \$4,800 fines.

# INSTRUCTIONS FOR PREPARING PAY ROLLS AND SALARY VOUCHERS.

The retirement act of May 22, 1920, effective August 1, 1920, necessitates the keeping of accurate record of the pay and nonpay status of each and every employee subject to its provisions. In order to facilitate the keeping of such a record and avoid delay in forwarding pay checks to employees at the close of the month, inspectors in charge and others charged with the duty of preparing and submitting pay rolls and salary vouchers will be guided by the following instructions:

- 1. Names.—In entering the names of payees on pay rolls or salary vouchers each name should be written in exactly the same manner as in the employee's civil-service appointment; that is, all initials should invariably appear and suffixes such as jr. and sr. should always be indicated. This does not imply that the Christian name or names need be spelled out in full. To illustrate: If an employee's civil-service appointment reads John Paul Jones, it will be sufficient to enter his name on the pay roll as John P. Jones, as Jno. P. Jones, as J. P. Jones, or as J. Paul Jones, if that is the usual way in which he writes his name. Uniformity must be observed, however, so that the name will not appear one way on one roll and another way on a subsequent one. The names on pay rolls should always be arranged alphabetically by salary grades.
- 2. Titles.—The official title of each employee must be stated in sufficient detail clearly to agree with his civil-service appointment. Abbreviations of words making up the title will necessarily have to be used because of the lack of space on pay rolls, but discretion should be used in making the abbreviations so that they will be clearly understood.
- 3. Indicate employees who come within the act.—Every Form 3 salary voucher for an employee who comes within the act of May 22, 1920, must have stamped or written thereon the words "Less  $2\frac{1}{2}$  per cent base pay retirement deduction." If any of the employees whose names are carried on a pay roll come within the act the roll must have stamped thereon, or written thereon with pen and ink in small handwriting, in the heading "Regular Compensation," the words "Less  $2\frac{1}{2}$  per cent base pay retirement deduction."
- 4. Indicate employees who do not come within the act.—Every Form 3 salary voucher for an employee who does not come within the act must have stamped or written thereon in the space for "Remarks" the words "Not within the act of May 22, 1920." If any of the employees carried on a pay roll do not come within the act, the stamped or written words "Not within the act of May 22, 1920," should invariably be placed in the "Remarks" column on a line with the name of the employee. The practice of giving this information by means of footnotes on pay rolls should be discontinued.
- 5. Leave without pay.—In every case of deduction on a pay roll for leave without pay, the inclusive dates of such leave should be plainly stated in the "Remarks" column directly opposite the name of each employee affected. On Form 3 youchers this information should be furnished in the space for "Re-

marks." Additional pro rata deductions for leave without pay under paragraph 118, Administrative Regulations, will be handled just like other deductions for leave without pay, except that instead of showing inclusive dates, notation should be made under "Remarks" of the number of days deducted for this reason. If an employee is on leave without pay or on furlough for the entire month or more, or for an indefinite period, his name should, notwithstanding, appear on monthly pay rolls and time reports so long as his appointment in the bureau has not been officially terminated, but without any claim for salary and with the notation in the column for "Remarks," for example, as follows: "No pay due; W. O. P. 4/1 to 30, incl.," or "No pay due; furlough 3/1 to 6/30, incl.;" when leave without pay or furlough has been granted for a specified period covering an entire month or more the notation opposite the employee's name on the pay rolls should always indicate the beginning and ending date of the period. The notation, for example, "No pay due; W. O. P. 4/1, indefinitely," should be indicated on the rolls in connection with all cases where a specific period of leave or furlough has not been granted, except those who have been granted indefinite leave to enter the military service; the notation in such cases should read "No pay due. On indefinite military leave."

6. New appointments and reinstatements.—The Civil Service Commission now requires that the date on which an appointment is effective should always be made to coincide with the date on which the employee reports for duty. In order to comply with this requirement, it will be necessary in all cases for inspectors and others in charge, and also those ordered to report in writing to the chief of the bureau, to notify the bureau by letter of the date of reporting for duty under a new appointment or a reinstatement. If an employee commences duty on a date other than the effective date specified in his appointment or reinstatement the bureau must be advised by wire in order that his appointment may be changed accordingly.

7. Use of "Remarks" column.—Absolutely nothing should appear in the "Remarks" column of the pay rolls under the heading of "Remarks" except notations of leave without pay and statement that the employee does not come within the act of May 22, 1920, and except that for per diem employees the dates on which the work was performed may be indicated in this column. All irrelevant matter should be omitted, as it is confusing and increases the difficulties of handling the rolls.

8. Space for "Remarks" on Form 3 salary voucher.—In the space for "Remarks" on the Form 3 salary vouchers notations should be confined to indicating whether the employee comes within the act or not, as per paragraph 4 of these instructions; inclusive dates of periods of leave without pay; project symbols, and amount chargeable to each; also number of days service rendered at each station in cases of transfer.

9. Payments by temporary special disbursing agents.—As vouchers of temporary special disbursing agents pass through the bureau on their way to the auditor for the State and other departments, a record must be taken from all salary vouchers and pay rolls included in such accounts and made a part of the record of the Washington office. It will therefore be necessary for temporary special disbursing agents to see that the foregoing instructions are carefully followed on all pay rolls and salary vouchers paid by them.

# INSPECTORS IN CHARGE SHOULD EXAMINE EXPENSE ACCOUNTS.

Recently the attention of the bureau has been called to the expenses incurred by some of the field employees while in a travel status. As a result of the investigation of these expense accounts it has been necessary to reprimand some employees and in one instance the offender was dismissed from the service.

Inspectors in charge should carefully scrutinize all expense accounts, including the subvouchers, before forwarding them to the Washington office. In this connection attention is called to section 35 of the act of March 4, 1909, which provides a penalty for falsifying expense accounts.

### ABUSE OF FRANKING PRIVILEGE.

In a number of instances it has come to the notice of the bureau that the franking privilege of the department has suffered abuse. Such action is a violation of an act of Congress, March 4, 1909 (35 Stat., 1088), reading as follows:

"Sec. 227. Whoever shall make use of any official envelope, label, or indorsement authorized by law, to avoid the payment of postage or registry fee on his private letter, packet, package, or other matter in the mail, shall be fined not more than three hundred dollars."

Inspectors in charge are directed to give this matter their attention.

# NEW PUBLICATIONS OF THE BUREAU.

[The bureau keeps no general mailing list for sending publications to individual employees. When a new publication is issued one or more copies are usually sent to each officer in charge of a station. If additional copies are desired for distribution to members of the force or for other use they will be sent on request, if possible. Individual employees who wish to obtain any of the publications listed here should apply first to the local officer in charge. If he has no extra copies, application may then be made to the Washington office.]

Department Bulletin 905. Principles of Livestock Breeding. By Sewall Wright, Animal Husbandry Division. Pp. 67, figs. 25. Price, 15 cents.

Department Bulletin 919. Unit Requirements for Producing Milk in Western Washington. By J. B. Bain and G. E. Braun, Dairy Division. Pp. 19. Price, 5 cents.

Department Bulletin 929. Cottonseed Meal for Horses. By G. A. Bell and J. O. Williams, Animal Husbandry Division. Pp. 10.

Farmers' Bulletin 1115. Selection and Preparation of Fowls for Exhibition. By Jos. Wm. Kinghorne, Animal Husbandry Division. Pp. 11, figs. 7.

Farmers' Bulletin 1150. Parasites and Parasitic Diseases of Sheep. By Maurice C, Hall, Zoological Division. Pp. 53, figs. 34.

Farmers' Bulletin 1172. Farm Slaughtering and Use of Lamb and Mutton. By C. G. Potts, Animal Husbandry Division. Pp. 32, figs. 30.

Department Circular 143. Tuberculosis Eradication Under the Accredited-Herd Plan. Supplement 1 to Herd List No. 3. Revised to June 30, 1920, Pp. 98.

B. A. I. Order 271. To Prevent the Spread of Splenetic, Southern, or Texas Fever in Cattle. Effective December 1, 1920. Pp. 8.

# ORGANIZATION OF THE BUREAU OF ANIMAL INDUSTRY.

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# SAVE AND INVEST.

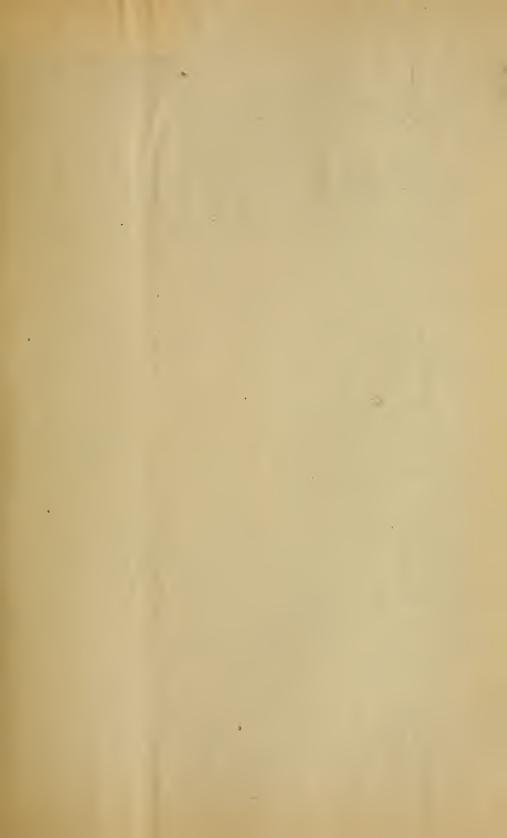
The habit of regular saving and safe investment in Government securities which has taken a firm hold in the governmental Departments, both in Washington and throughout the country, will not be curtailed during the coming year because of lack of facilities. Secretary of the Treasury Houston has just announced that the Treasury is committed to the continuance and intensification of the savings movement of the Treasury and that the issue of savings securities will be continued throughout 1921. Those securities will be augmented by two new issues, according to his announcement. These will be a \$1 Savings Stamp and a registered Treasury Savings Certificate of the denomination of \$25.

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